(F)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	05.02.2022	Prepared by	P. Ramya	Serial no.	-6-2504
Supplier name	SSLIP			HO inward no.	
Firm/Company	Vistahome	Project	Vista Home	HO received date	
PO/WO date	06.01.2022	PO/WO No:	84285	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21883	03.02.2022	389.40	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	389.40
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	103238	Proof of delivery matches MRN	☑ Yes □ No

Amount B – Other Credits : Transportation charges	–
Amount C – Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	389.40
Amount E – PO / WO value:	2,099.38
Amount F – Difference (A – E):	1,709.98
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	14/02/2022
Remarks:	– final Bill –

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	R				
Date	05/02/2022				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details			
Vista Homes		Invoice No.	21883
Kapra, Opp to MRR School, Ecil		Invoice Date.	03-02-2022
		PO No.	84285
		PO Date.	06-01-2022
SY.no.193		Req ID	72667
		Req Date	04-01-2022
GSTIN : 36AAGFV2068P1ZJ	PAN AAGFV2068P	Loc Req No	180908

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	4066 - Consumables - Water bottle - NA - nos 1ltrs		6	55.00	330.00	18	59.40
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST				
			Total Taxable Amount	330.00		59.40
	29.70	29.70	Total Invoice Amount	389.40		

Rupees : Three Hundred Eighty Nine and Paise Fourty Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 90501 Date: 3/2 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 06-01-2022 12:55:09

84285

5:44:07

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details			
Summit Sales LLP	**Doc No**	84285	180908
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	06-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	06-01-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	3.00	86.00	0.00	18.00	304.44
2	4035 - Consumables - Harpic - Cleaner - 500ml - nos	3.00	76.00	0.00	18.00	269.04
3	4022 - Consumables - Dettol - NA - nos	3.00	86.00	0.00	18.00	304.44
4	4000 - Consumables - Acid - NA - ltrs	3.00	21.00	0.00	18.00	74.34
5	4014 - Consumables - Colin - 500ml - nos	3.00	88.00	0.00	18.00	311.52
6	4065 - Consumables - Vim bar - NA - nos	2.00	45.00	0.00	18.00	106.20
7	4066 - Consumables - Water bottle - NA - nos *1ltrs*	6.00	55.00	0.00	18.00	389.40
8	4003 - Consumables - Bombay Broom - Big - nos	5.00	68.00	0.00	0.00	340.00
					Total Order Value . . .	**2,099.38**

Rupees : Two Thousand Ninty Nine and Paise Thirty Eight Only.

Part Bill
B. No: ~~1970~~ 98
Amount: ~~2099.38~~ → 1,709.92
Bal amt: 389.4

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: Mr. Khader - 7893844733
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Site office purpose.
Completion Date	Nil

For ***Vista Homes***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Purchase Order

 06-01-2022 12:55:09 Original / Office Copy / Purchase Div.Copy

Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For ***Vista Homes***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Vista Homes	Date:	04.01.2022
Site & Phase :	Vista Homes	Time:	16:30
Supplier:		Req. No.	180908
Material required before date:	08.01.22	ID No.	72667

No	Description	Size	Quantity	Units	Inward No	Date
1	Lizol		03	No's		
2	Harpic		03	No's		
3	Dettol hand wash		03	No's		
4	Acid		03	No's		
5	colin 84285		03	No's		
6	Vim bar		03	No's		
7	Water bottles	1ltr	06	No's		
8	Bombay brooms	big	05	No's		
9						
10						
11						

Remarks: For sales and site office use purpose.

Prepared By	Sanketh	Approved by	
Sign.& Date	04.01.22	Sign. & Date	

APPROVED
06 JAN 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

Note: On receipt of material at site write inward number and date in last 2 columns.

Requisition Form

Company Name:	Vista Homes	Date:	
Site & Phase :	Vista Homes	Time:	
Supplier	-	Req. No.	
Material required before date:	•	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						

Remarks: For site use purpose

Prepared By	T.Madhu	Approved by	
Sign.& Date	22.06.21	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	18732
Vista Homes	DC Date.	03-02-2022
Kapra, Opp to MRR School, Ecil	PO No.	84285
	PO Date.	06-01-2022
SY.no.193	Req ID	72667
	Req Date	04-01-2022
GSTIN : 36AAGFV2068P1ZJ	Loc Req No	180908

	Description of Goods	HSN/SAC	Qty
1	4066 - Consumables - Water bottle - NA - nos		6
2			
3			
4			
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INWARD
ard No: 26140 Dt: 03/02/22
No: 103238 Dt: 04/02/22
ived By: Sign:

for Summit Sales LLP

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 22537
Date: 7/2
Sign:
R.R. DIST.

Authorised signatory